

South Dakota 9-1-1 Coordination Board

Meeting Minutes for July 22, 2010 – 9:00 AM Central
George S. Mickelson Law Enforcement Training Center
Pierre, SD

Board members present: Barthel, Carmon, Falken, Haines, Rufledt, Sawvell, Sebert, Serr, Turman

Board members absent: Tucholke, Turbak, Goldschmidt

Staff present: Michael Houdyshell (9-1-1 Coordinator, DPS Attorney)

Others present: Tom Sandvick (Lawrence Co. 9-1-1), Paul Schueth (Winner Police Department), Roni Phillips (Winner Police Department), Bob Wilcox (SD Association of County Commissioners)

I. Call to Order & Roll Call

Meeting called to order at 9:00 AM by Chairperson Rufledt. Roll was taken and a quorum was present.

II. Approval of Agenda

Motion to approve agenda.

Moved by: Carmon Second by: Sebert

Discussion: None

Conclusion: Motion as amended carried unanimously.

III. Approval of May 13, 2010 Meeting Minutes

Motion to approve meeting minutes.

Moved by: Sebert Second by: Carmon

Discussion: None

Conclusion: Motion carried unanimously.

IV. Public Comment

None

V. Discussion of Financial Reporting and Analysis of Collected Data

Houdyshell provided a status report on the county/PSAP financial reporting. Houdyshell noted there are three counties that have failed to submit the financial reports. Turman, Serr, and Wilcox said they would contact the respective counties. Houdyshell said that USD Government Research Bureau would be unable to perform a data analysis, thus an RFP has been drafted to find a consultant.

Motion to approve RFP to find consultant to perform data analysis.

Moved by: Carmon Second by: Sebert

Conclusion: Motion carried unanimously.

VI. Discussion of Proposed Rules for Meeting “Two Person” Rule by Technical or Alternative Means and Draft Fiscal Note

Houdyshell explained that the proposed rules had been revised since the May 13, 2010 meeting to omit the phrase “as approved by the board” from subsection (2) of the draft. Serr expressed concern about the inclusion of the word “certified” before 911 telecommunicator in the draft.

Motion to strike “certified” from the draft in three places.

Moved by: Carmon Second by: Serr

Conclusion: Motion carried unanimously.

Motion to approve proposed rules.

Moved by: Carmon Second by: Sebert

Conclusion: Motion carried unanimously.

Discussion turned to the draft fiscal note for the proposed rules. Rufledt explained how the fiscal note was prepared and what assumptions were made to derive the estimated costs. Serr asked if the fiscal note needed to include the costs associated with complying with the “two person” rule by adequate staffing. Rufledt explained that those costs were included in the fiscal note prepared for the original rules.

Motion to accept format of draft fiscal note.

Moved by: Carmon Second by: Barthel

Conclusion: Motion carried unanimously.

VII. Discussion of Proposed Budget and Grant Guidelines for FY2011

Houdyshell explained the proposed FY2011 budget.

Motion to approve FY2011 budget.

Moved by: Barthel Second by: Falken

Conclusion: Motion carried unanimously.

Houdyshell discussed the grant guidelines for the Board's grant program. It was agreed that Houdyshell and Turman would finalize the documents for the grant program and a special meeting would be called to approve the documents.

VIII. Discussion of Proposed Legislative Action Items

The Board discussed the need to start formulating its legislative agenda for the 2011 legislative session. It was determined that the Legislative Subcommittee would convene in August to put together a proposal for the full Board to consider.

IX. ENHANCE911 Grant Activities

Houdyshell reported that six of the nine award recipients have signed a project agreement, but no requests for reimbursement have been made yet. Houdyshell explained there will be additional grant monies to reallocate.

X. Statement of Condition of 9-1-1 Coordination Fund

Houdyshell discussed the Statement of Condition of the 9-1-1 Coordination Fund located in each member's binder.

XI. Update on AT&T Mobility in South Dakota

Rufledt gave an overview of a recent conference call with AT&T Mobility representatives and Houdyshell. The purpose of the call was to explain the transition process in South Dakota and any potential impact on 9-1-1 services. Rufledt explained current Alltel users would see very little difference in 9-1-1 service after the switch to AT&T Mobility.

XII. Other Business

Houdyshell discussed the draft 2010 Annual Report and provided copies for all Board members. It was noted that some of the committee chair appointments were incorrect in the report. Houdyshell stated he would correct the errors.

Motion to appoint Serr to the Technical Subcommittee.

Moved by: Turman Second by: Haines

Conclusion: Motion carried unanimously.

XIII. Adjourn

Moved by: Sebert Second by: Turman

Discussion: None

Conclusion: Motion carried unanimously.